



UNITED STATES MARINE CORPS

COMMANDER, MARINE FORCES RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

ORIGINAL

ForO 5510.4A

G-6

16 Jun 99

FORCE ORDER 5510.4A

From: Commander
To: Distribution List

Subj: PERMITTED AND PROHIBITED ACCESS TO AND USE OF THE INTERNET
AND ELECTRONIC MAIL

Ref: (a) DoD Dir 5500.7-R
(b) ALMAR 068/97

1. Purpose. To promulgate policy regarding permissible and prohibited use of the Internet, electronic mail, the Reserve Information Network (R-Net), and government communications equipment by Marine Forces Reserve (MARFORRES) personnel.

2. Cancellation. ForO 5510.4.

3. Punitive Order. The specific prohibitions in paragraph 5 below constitute general orders which, if violated, are punishable under the Uniform Code of Military Justice.

4. Background

a. MARFORRES units are geographically dispersed throughout the United States. The use of personal computers and computer networking permit us to change how we create, manage, and retrieve information. The R-Net, Internet and the Worldwide Web are valuable tools for obtaining and disseminating information and enhancing connectivity thereby enabling the Force to reengineer the fundamental processes by which it performs its mission.

b. The R-Net and connectivity to the Worldwide Web have limits to the number and types of information files they can transport. Too many people simultaneously sending and/or receiving large files could degrade network performance for official users. Consequently, use of the Internet must be disciplined and not unlimited.

c. Every Marine, Sailor and civilian in our Force must become proficient in accessing and transferring information in an automated environment, including the Internet. This policy set

ForO 5510.4A
16 Jun 99

forth in this Order will directly improve the professional skills of MARFORRES personnel, enhance their productivity, and support mission accomplishment by providing timely access to available information.

5. Policy

a. Official Use. In accordance with references (a) and (b), MARFORRES resources (i.e. computer hardware, software, and telecommunication infrastructure) that facilitate use of Internet services can be used when work related and determined to be in the best interests of the MARFORRES. Access should be appropriate in frequency and duration and related to assigned tasks. MARFORRES personnel shall not access any computer system using any other person's network account or ID without an official need to do so.

b. Authorized Use. MARFORRES computers may be used to access the Internet for incidental personal purposes so long as such use:

(1) does not adversely affect the performance of official duties;

(2) serves a legitimate public interest, such as enhancing professional skills or improving morale;

(3) is of minimal frequency and duration and occurs during a individual's personal time;

(4) does not overburden MARFORRES computing resources or communications systems;

(5) does not result in added costs to the Government; and

(6) is not used for a purpose that adversely reflects upon MARFORRES or the Marine Corps.

6. Prohibited Conduct. The use of MARFORRES resources for purposes other than official use or the authorized uses described in paragraphs 4a and 4b above is prohibited. The following are specific examples of prohibited uses:

a. Introducing classified information into an unclassified system or environment.

b. Accessing, storing, processing, displaying, distributing, transmitting or viewing material that is pornographic, racist, promotive of hate crimes, or subversive in nature.

c. Storing, accessing, processing or distributing classified information in violation of established security and information release policies.

d. Obtaining, installing, copying, pasting, transferring or using software or other materials obtained in violation of the appropriate vendor's patent, copyright, trade secret or license agreement. This includes shareware/betas and freeware unless approved by MFR G-6.

e. Knowingly writing, coding, compiling, storing, transmitting or transferring malicious software code, to include viruses, logic bombs, worms and macro viruses.

f. Promoting partisan political activity.

g. Disseminating religious materials outside an established command religious program.

h. Using the system for personal financial gain, such as advertising or solicitation of services or sale of personal property, with the exception of command approved mechanism such as a bulletin board for advertising personal items for sale.

i. Fundraising activities, either for profit or nonprofit, unless the activity is specifically approved by the appropriate command authority (e.g. command approved bake sale or car wash).

j. Gambling, wagering or placing of any bets.

k. Writing, forwarding, or participating in chain letters.

l. Posting personal home pages.

m. Sharing of accounts (i.e. allowing another person to use your account).

n. Engaging in any illegal, fraudulent, or malicious activity.

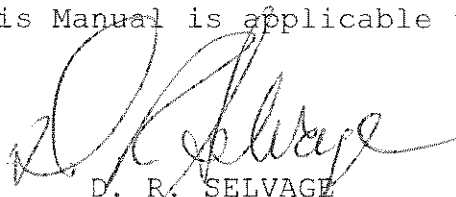
o. Using personally-devised encryption of electronic communications.

ForO 5510.4A
16 Jun 99

7. Monitoring. All computer hardware, software, and telecommunication equipment is the property of the U.S. Marine Corps. All users are reminded that they have no expectation of privacy in the use of government information systems, to include Internet and electronic mail. Use of government information systems is subject to monitoring, interception, accessing and recording. Commanders will police the activities of their personnel. The MARFORRES G-6 will, as resources permit, monitor network usage to ensure compliance with this directive.

8. System Administration and Investigating Officer Access. MARFORRES G-6 personnel will have system administration access to any and all information in the government telecommunication system including internet and electronic mail. This system administration access is limited to the scope of their duties and any end user password information shall be kept confidential. MARFORRES G-6 system administrators may provide investigating officers access to user data (such as log files and e-mail information stores) when requested in writing by the MARFORRES SJA as evidence for an investigation, trial, hearing, or administrative action.

9. Reserve Applicability. This Manual is applicable to the Marine Corps Reserve.


D. R. SELVAGE
Chief of Staff

Distribution: D



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UNITED STATES MARINE CORPS

COMMANDER, MARINE FORCES RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

ForO 5510.4A Ch 1
G-6
2 Aug 00

FORCE ORDER 5510.4A Ch 1

From: Commander, Marine Forces Reserve
To: Distribution List

Subj: PERMITTED AND PROHIBITED ACCESS TO AND USE OF THE INTERNET
AND ELECTRONIC MAIL

1. Purpose. To direct pen changes to the basic Order.
2. Action. Paragraph 3, delete the number "5" and replace with the number "6".
3. Filing Instructions. File this Change transmittal immediately behind the signature page of the basic Order.

G. B. O'VERY
By direction

DISTRIBUTION: D



UNITED STATES MARINE CORPS

COMMANDER, MARINE FORCES RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

ForO 5510.4A

G-1

07 KA 100

FORCE ORDER 5510.4A

From: AC/S G-1

To: Commander, Marine Forces Reserve

Subj: CHANGE TRANSMITTAL TO FORCE ORDER 5510.4A

1. Purpose. To transmit pen change to Force Order.
2. Action. In paragraph 3, replace the number 5 with a 6 to be read: The specific prohibitions in paragraph 6 below constitute general orders which, if violated, are punishable under the Uniform Code of Military Justice.


G. B. O'VERY

By direction

Distribution: D

Collins SSgt Lenton D

From: Overy Maj Gordon B
Sent: Thursday, September 28, 2000 6:15 AM
To: Collins SSgt Lenton D
Subject: FW: FORO 5510.4A CHANGE 1 !?

WHAZZUP

-----Original Message-----

From: Chenail Maj Kevin M
Sent: Wednesday, September 27, 2000 1:24 PM
To: Overy Maj Gordon B
Cc: Alfano Maj Anthony P; Dunn Capt Sean R
Subject: FORO 5510.4A CHANGE 1 !?

Maj Overy,

Gordo--I just stopped down to see you but you weren't in. It's re: the ForO 5510.4A "MFR computer use and misuse order", and the change to para. 3 that corrected a typo in which it referred to the punitive section of the order as para. 5, when it was really para. 6. The change that corrected this has your signature, but no date !?

I recall months ago (I believe before Apr 00) when this issue first arose and the need for the change IDED. I also recall getting a hard copy of this change, noting it was not dated and discussing this w/ Maj Alfano, but I, personally, did not follow-up w/ whether the original has been date stamped and posted.

Pls advise if you can shed some light on this, and whether this change is in effect and posted. The context to why we are revisiting this is b/c Capt Dunn now has a case where we will charge a violation of this ForO. Even w/o the change, I believe the order would survive an attack whether it is punitive. Notwithstanding, it's best to have this change, and welcome any confirmation on the date it went into effect.

Holler if you need to talk w/ me. I can provide a hard copy of the change. THANKS.

--Kevin

Very respectfully, KMC
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